

PIN CODE REQUEST FORM FOR RADIUS SUBMITTAL

This form is also available from the Department's website, www.state.nj.us/dep/aqpp/, under "Applying for an Air Permit." You only need to have completed this form once. If you do not wish to certify the information electronically, you do not need to do so. You may submit a paper certification form along with your diskette and you do not need to complete and send this form at all.

Please do not send this form along with your Emission Statement submittal. This form should be completed prior to the Emission Statement submittal so that you will have the PIN Codes for certification of the Emission Statement. If you have not done so already, you should return this form after completion to:

NJDEP – Air Quality Regulations
P.O. Box 027
Trenton, NJ 08625
Attn: New Facility Group

Or the completed form may be faxed and be processed that same day. The fax number is (609) 633-8236.

AIMS-099

PIN CODE ASSIGNMENT FOR RADIUS SUBMITTAL

(Please Print)

FOR DEP USE ONLY

Date PIN(s) Assigned: _____

Assigned by: _____

Facility ID: _____

Facility Name: _____

Street Address: _____

Address Line 2: _____

City: _____ State: _____ Zip: _____

Phone: _____

Name of Person Requesting PIN CODE: _____

Title: _____ Phone: _____

Pin Code Selected (Limited to 7 alpha/numeric characters) _____

Is this Individual a Responsible Official? (Please check one) ☐ Yes ☐ No

Name of Person Requesting PIN CODE: _____

Title: _____ Phone: _____

Pin Code Selected (Limited to 7 alpha/numeric characters) _____

Is this Individual a Responsible Official? (Please check one) ☐ Yes ☐ No

Name of Person Requesting PIN CODE: _____

Title: _____ Phone: _____

Pin Code Selected (Limited to 7 alpha/numeric characters) _____

Is this Individual a Responsible Official? (Please check one) ☐ Yes ☐ No

Name of Person Requesting PIN CODE: _____

Title: _____ Phone: _____

Pin Code Selected (Limited to 7 alpha/numeric characters) _____

Is this Individual a Responsible Official? (Please check one) ☐ Yes ☐ No

NOTE: Pin Codes are kept confidential and are encrypted once entered into the system. A new request must be submitted if a Pin is forgotten or needs to be changed. Therefore, it is recommended that you keep a copy of this form for your records. This request must have at least one Responsible Official listed before any Pin Code will be assigned. Please note that identical Pin Codes can not be assigned for different personnel under the same facility ID. A signature from a Responsible Official is required for this form to be processed. A consultant can not be listed and/or sign as a Responsible Official unless a letter accompanies this request (on company letterhead) from a Responsible Official designating him/her to act as such.

I certify under penalty of law that the submitted information is true, accurate and complete. I am aware that there may be significant civil penalties imposed, including the possibility of fine, imprisonment or both, for submitting false, inaccurate or incomplete information.

Responsible Official Name (Please Print) _____ Signature _____ Date _____